

Executive Session, Study Session & Business Meeting (Tuesday, December 8, 2015)

Generated by Shelley R Shelton on Wednesday, December 9, 2015

Members present

Julie Rash, McKay Jensen, Jim Pettersson, Marsha Judkins, Michelle Kaufusi, Shannon Poulsen, Taz Murray

Staff members present:

Keith C. Rittel, Superintendent; Gary Wilson, Assistant Superintendent; Gary Wall, Interim Exec. Director of Teaching & Learning; Stefanie Bryant, Business Administrator; Jason Cox, Exec. Director of Human Resources; Shelley Shelton, Executive Assistant; Caleb Price, Communications & PR Coordinator

Guests:

Barbara Christiansen, *Daily Herald*; Charity Williams, After School Programs; Todd McKee, THS Principal; Chad Duncan, Technology Director; Darin Loertscher & Josh Espinoza, Tech Support; Jean Jones & Debbie Larson, Education Support Professionals; Kathy Giles, Provo Education Association

Meeting called to order at 4:36 PM

1. 4:30 - 5:30 p.m. (Closed Meeting) Executive Session for the purpose of discussing real estate. Utah Code 52.4.205

2. 5:30 - 7:00 p.m. Study Session

A. Welcome: President Julie Rash

Called to Order: 5:52 p.m.

B. Roll Call

C. Construction Update: Facilities Director Mark Wheeler

Mark wheeler gave the general construction update:

- MHTN Architects has been chosen for the Edgemont and Provost rebuilds.
 - Mark and Mitch Swenson will visit Heritage school in Ogden School District tomorrow. MHTN designed the school and the plan has been used three or four times. The plan used for Heritage is a two story model that would fit nicely on both Edgemont and Provost sites. Two stories would help conserve parking, green space and playground areas. All interested board members were invited to attend.
 - Mark is also working on bids for geo technical engineering for both sites.
- Rock Canyon/Sunset View - No lingering issues or challenges this week; Sunset View is still proceeding well and on schedule. Rock Canyon construction crews have made up about 3 of the 7 weeks lost from the initial site issues with city engineering.
- PHS: Architectural/engineering teams continue to look at data and model ideas and options and continue to be extremely helpful. Every step taken has been very data driven.
- THS: Two academic restrooms are being upgraded.

- The backup generator system project at Spring Creek has been completed. At this point, Canyon Crest, Dixon, Edgemont, PHS, Provost, Rock Canyon, Sunset View, THS, Wasatch and Westridge do not have backup generator systems. Five of the listed schools will have new backup systems when reconstructed as part of the bond project. The remaining schools will appear on capital improvement lists over the next two years.

D. Policy Review: Supt. Keith Rittel

Policy 1940 Board Guidelines on Tax Increment Financing (Redevelopment/Community Development Agency) Projects

The policy was revised to allow more flexibility on term timelines and amounts and to include community development agency projects. The following change will be made to item #7:

- A Board decision to financially support a project requires that a strong long-term partnership be established between the benefiting entities and Provo School District with some expectation of a future return on investment to the school district ~~when possible~~ (such as donations, programmatic support of key district programs, or use of space/facilities etc.)

Policy 3520 Student Public Performances

The policy was recommended by the Utah School Boards Association attorney and was vetted by district legal counsel Joan Andrews. With Provo's changing demographics, some traditions need to be more sensitive, in particular to those not of a predominant faith. Students will be able to opt out of activities as needed without losing course credit.

Policy 6218 Sale and Surplus of Real Property

Supt. Rittel recommended the policy be pulled from the approval list until next month. Two different groups of attorneys have different opinions regarding the definition of the term "eligible entity" according to state statute. Supt. Rittel will solicit an opinion from the State Attorney General's office for clarity.

Policy 7129 Parent Participation and Home/School Communication

This is a slightly revised policy. The purpose of the revisions is to protect instructional time from interruptions. It was recommended the policy could be included in student handbooks or other back-to-school packet information for parents.

E. Real Estate Purchase: Transportation Site: Stefanie Bryant, Business Administrator

The current lease with Utah Community Credit Union for the transportation department terminates June 2016; space is needed to house transportation and related maintenance.

The district has had an ongoing need to find a location for transportation that enables all facets of that department to be in one location. Currently, the offices and buses are at the leased premises, and maintenance is located at the district offices, with limited space. After months of researching viable options and well located properties, the district has negotiated a very fair price of \$740,000 (\$5 per square ft.) for 3.41 acres located at approximately 1320 S. State Street, Provo. This location provides ample space to place all facets of the transportation department on site, will not increase our overall costs for transportation and keeps the bus depot on the east side of the railroad tracks and out of any residential area.

Transportation and mechanics will also be housed on site.

The real estate offer has been accepted by the seller and was attached for board review. A map of the area is also attached for reference.

The legal description of the property is:

- Parcel 22-051-0014 Legal Description: COM. 693 FT S OF NE COR OF SEC 18, T 7 S, R 3 E, SLB&M; S 3.29 CHS; W 277.3 FT; N 3.29 CHS; E 277.3 FT TO BEG. AREA 1.38 ACRES.
- Parcel 22-051-0013 Legal Description: COM. 695 FT S & 277.3 FT N 89 W FROM NE COR OF SEC 18, T 7 S, R 3 E, SLB&M; N 8. W 424.9 FT; S 3.25 CHS; S 89 E 424.9 FT; N 3.25 CHS TO BEG. AREA 2.03 ACRES

F. Large Purchase: Timpview HS Computer Equipment: Stefanie Bryant, Business Administrator

Timpview Principal Todd McKee was present to answer questions.

Non-recurring purchase requests exceeding \$50,000 require Board approval. Timpview High School Trustlands has a request for the Board.

THS 2015-16 Trustlands plan, which was board approved on June 16, 2015, includes equipment purchases (Chromebooks specifically) in the amount of \$87,500. The school has requested a purchase of 312 Chromebooks and related software/licenses in the amount of \$62,052. Bid documentation and the school plan for Trustlands funds are attached.

G. Revised 2016-2017 School Year Calendar; Proposed 2017-2018 School Year Calendars: Jason Cox, Exec. Director of Human Resources

Each year the Board is required to approve a calendar for the upcoming school year. This year, in an effort to provide advance notice to stakeholders, the Board will receive calendar options for two years.

After meeting with representatives from Alpine School District, Nebo School District, Wasatch School District, MATC and UVU, and after review of our prior stakeholder input, slight changes were made to the 2016-17 calendar for Board review. Representatives from PEA and PESD as well as District Council and the Principal's Advisory Committee reviewed the calendar proposals. All four calendars were published on the District website along with a brief questionnaire so parents, employee and other stakeholders could review and give input. The 2016-2017 calendar was adopted at the end of last school year but slight changes are being proposed to align with neighboring school district and universities.

In response to the question of why THS/PHS have different graduation dates, Dr. McKee indicated they want to make school as meaningful as possible up to the last day. Having seniors removed from the finals window has a positive effect on the school and academic testing. The leading factor was that graduation is typically held at UVU. The earliest graduation was in the middle of the day and impacts 9-11 grades. Moving away from UVU allows them to have an evening graduation ceremony that doesn't impact testing times. Supt. Rittel suggested Provo High may want to adopt a similar schedule next year.

Calendaring committee: Wasatch, Nebo, Alpine Districts, UVU, MATC and BYU meet to coordinate calendars. 2017-2018 calendars will be approved in February, following the timeline for gathering public and employee input.

H. Proposed 2016 Board Meeting Schedule: Pres. Julie Rash

The schedule for Board meetings for 2016 is to be reviewed. This is a discussion.

Each December, the Board of Education reviews and sets the meeting schedule for board meetings throughout the coming calendar year. Dates for meetings, retreats, and attendance at conferences are delineated in this plan. If changes are needed throughout the year, processes will be followed for public notice.

For the Board's information, while all dates listed are considered tentative, the February 26 Board retreat and March 23 study session dates in particular may need to be modified.

Following discussion, it was determined the board retreat on Feb. 26 will remain; the March study session was changed from Mar. 22 to Mar. 23.

I. Midyear Update: Supt. Keith Rittel

At the board retreats in June and September, some specific concerns regarding practices throughout the district were shared with the superintendent and senior administrators.

- High School Graduation Requirements: We currently do not have a policy delineating graduation requirements and related concerns. Almost every other district in Utah has such a policy/procedure. After having run a survey a couple of years ago that the board reviewed (and agreed there was not compelling evidence demanding a timetable change at the high school level) we can now develop a Graduation Policy and Procedure. This will come to the board sometime in early Spring 2016.
- Fees: We have had one meeting to outline the work and to look at several comparison districts. We will have another meeting before Christmas Break and should bring a draft recommendation to the board at the February 2016 retreat.
- Gifted/PUPs: We have had a handful of meetings to date to prepare a set of recommendations based on necessary considerations as the board reviews this information. We plan to bring this to the board at the February retreat.
- Grading: We are drafting a comprehensive policy/procedure on grading standards. We will also include separate procedures for grading at elementary and secondary levels. This will also include a new concept about how to handle D grades.
- Math: After years of running a very fragmented (not district-wide) approach to math instruction and professional development, the superintendent implemented a phase-out of the Comprehensive Math Initiative that has been in some schools in the district for several years. The phase-out is taking place during the 2015-2016 school year. The reasons to do so:
 - Inconsistent academic performance of students in the CMI-driven program. CMI has been focused only on the elementary level, with no evidence or plan for vertical alignment in secondary grades.
 - CMI cannot be supported district-wide, and therefore fragments consistent efforts to support best practices for mathematics instruction.
 - CMI demands many additional early release days, something many board members have lamented for several years.
 - The Superintendent designated Assistant Superintendent Gary Wilson to take the lead in creating a consistent math plan for the district that works in all grades and schools. Gary had led this same process in his previous district and the student achievement results were impressive. The process is underway with a comprehensive Math Audit due to take place in January led by the McREL educational research agency. Also, a math consultant has been contracted to help to guide this process. This will likely be a two-year process with gradual phasing-in of new approaches next school year.
- Also in the Spring, the board will be seeing additional policies/procedures for approval. One such policy under development deals with Credits and Transcripts. We are sometimes approached by parents demanding an issued grade be changed after it has been issued by the teacher. Along with explaining the purpose and function of graduation credits, the policy will also spell out the conditions under which a grade may or may not be changed.

President Julie Rash suggested the Board use the update to guide completion of the superintendent evaluation document.

J. Consent Calendar Review & Questions: Pres. Julie Rash

There were no concerns or questions.

K. Upcoming Google Calendar Items: Pres. Julie Rash

L. Motion to Adjourn

Adjourned 6:39 p.m.

I move we adjourn the study session.

Motion by Jim Pettersson, second by Marsha Judkins.

Final Resolution: Motion Carries

Aye: Julie Rash, McKay Jensen, Jim Pettersson, Marsha Judkins, Michelle Kaufusi, Shannon Poulsen, Taz Murray

3. 7:00 p.m. Business Meeting

A. Welcome: President Julie Rash

Called to order at 7:03 p.m.

B. Roll Call

C. Opening Remarks: Member Marsha Judkins

D. Pledge of Allegiance: Ben Romero, 6th Grade, Amelia Earhart

4. Community Connections

A. Employee Recognition: Provo Way Award Recipients: Alex Judd, Exec. Director of Elementary Education

Alex presented those receiving Provo Way Award Recipients:

- Shaun Yellowhorse, Teacher, Canyon Crest
- Deanna Coates, Sunset View Elementary Special Education Facilitator
- Sherri Holcombe, Teacher, Dixon Middle School
- Christy Yardley, Teacher, Rock Canyon Elementary
- Alisha Price, Main Office Administrative Assistant, Provo High

B. School Report: Amelia Earhart Elementary; Ryan McCarty, Principal

Principal Ryan McCarty shared the following information with the board:

- Enrollment
- Demographics
- Race/Ethnicity
- School Mission Statement
- Student Achievement Data Trend: Reading & Math
- Points of Pride
- Challenges
- Strategies for Increasing Student Achievement

In response to questions from board members, Mr. McCarty added the following:

- Every week the student take the Learning Targets journal home for parent review/signature. This provides communication to parents on how their student is progressing. It also empowers students to take ownership of their learning and to initiate the conversation with parents.
- The jump in math scores is attributed to a good group of students and to teachers working well to provide higher level thinking activities.

C. Public Input

Teri Lund, 2758 E 7265 S Citrus Heights, UT addressed the board about the policy regarding advanced placement in e-school for students who qualify for advanced placement. She asked the board to be more flexible with their policy and to consider how they would address future parent requests for advanced placement.

5. Business Items

A. Approve Policy 1940 Board Guidelines on Tax Increment Financing (Redevelopment/Community Development Agency) Agreements

"I move that we approve revised policy 1940 Board Guidelines on Tax Increment Financing with the agreed upon language changes that occurred during the board's study session."

Motion by Jim Pettersson, second by Shannon Poulsen.

Final Resolution: Motion Carries

Aye: Julie Rash, McKay Jensen, Jim Pettersson, Marsha Judkins, Michelle Kaufusi, Shannon Poulsen, Taz Murray

B. Approve Policy 3520 Student Public Performances

"I move that we approve new policy 3520 Student Public Performances."

Motion by Marsha Judkins, second by Jim Pettersson.

Final Resolution: Motion Carries

Aye: Julie Rash, McKay Jensen, Jim Pettersson, Marsha Judkins, Michelle Kaufusi, Shannon Poulsen, Taz Murray

C. Approve Policy 6218 Sale and Surplus of Real Property

Tabled pending further discussion and review by staff.

D. Approve Policy 7129 Parent Participation and Home-School Communication

"I move that we approve revised policy 7129 Parent Participation and Home-School Communication."

Motion by Michelle Kaufusi, second by Marsha Judkins.

Final Resolution: Motion Carries

Aye: Julie Rash, McKay Jensen, Jim Pettersson, Marsha Judkins, Michelle Kaufusi, Shannon Poulsen, Taz Murray

E. Approve Real Estate Purchase: Transportation Site

I move we approve the real estate purchase of 3.41 acres located at approximately 1100 East 1320 South, in the amount of \$742,700 and with the legal description as noted in study session.

Motion by Jim Pettersson, second by Shannon Poulsen.

Final Resolution: Motion Carries

Aye: Julie Rash, McKay Jensen, Jim Pettersson, Marsha Judkins, Michelle Kaufusi, Shannon Poulsen, Taz Murray

F. Approve Large Purchase

I move we approve the purchase request from Timpview HS Trustlands for Chromebooks in the amount of \$62,052.

Motion by Shannon Poulsen, second by Marsha Judkins.

Final Resolution: Motion Carries

Aye: Julie Rash, McKay Jensen, Jim Pettersson, Marsha Judkins, Michelle Kaufusi, Shannon Poulsen, Taz Murray

G. Approve Revised 2016-2017 School Year Calendar

I move we approve revised Calendar "A" for the 2016-2017 school year calendar as discussed in the study session.

Motion by McKay Jensen, second by Jim Pettersson.

Final Resolution: Motion Carries

Aye: Julie Rash, McKay Jensen, Jim Pettersson, Marsha Judkins, Michelle Kaufusi, Shannon Poulsen, Taz Murray

H. Approve 2016 Board Meeting Schedule

"I move that we approve the 2016 Provo City School District Board of Education Meeting Schedule as discussed during the study session."

Motion by Marsha Judkins, second by Shannon Poulsen.

Final Resolution: Motion Carries

Aye: Julie Rash, McKay Jensen, Jim Pettersson, Marsha Judkins, Michelle Kaufusi, Shannon Poulsen, Taz Murray

I. Board Discussion and Action on State Rule 53A-18-102 as Pertaining to PHS

In anticipation of a future proposal to vote upon the change of the site location for the Provo High School rebuild project, I move we approve the removal of the Provo High School rebuild project at the University Avenue site from the bond finance plan in accordance with state code 53A-18-102.

Motion by Jim Pettersson, second by Marsha Judkins.

Final Resolution: Motion Carries

Aye: Julie Rash, McKay Jensen, Jim Pettersson, Marsha Judkins, Michelle Kaufusi, Shannon Poulsen, Taz Murray

6. Consent Calendar

A. Board Minutes as Part of the Consent Calendar

Resolution: I move we approve the board minutes as part of the consent calendar.

I move we approve the consent calendar.

Motion by Marsha Judkins, second by Jim Pettersson.

Final Resolution: Motion Carries

Aye: Julie Rash, McKay Jensen, Jim Pettersson, Marsha Judkins, Michelle Kaufusi, Shannon Poulsen, Taz Murray

B. Nov. 3 Executive Session & Study Session

I move we approve the consent calendar.

Motion by Marsha Judkins, second by Jim Pettersson.

Final Resolution: Motion Carries

Aye: Julie Rash, McKay Jensen, Jim Pettersson, Marsha Judkins, Michelle Kaufusi, Shannon Poulsen, Taz Murray

C. Nov. 10 Executive Session, Study Session & Business Meeting

I move we approve the consent calendar.

Motion by Marsha Judkins, second by Jim Pettersson.

Final Resolution: Motion Carries

Aye: Julie Rash, McKay Jensen, Jim Pettersson, Marsha Judkins, Michelle Kaufusi, Shannon Poulsen, Taz Murray

D. Nov. 12 Joint Meeting with Provo City Council

I move we approve the consent calendar.

Motion by Marsha Judkins, second by Jim Pettersson.

Final Resolution: Motion Carries

Aye: Julie Rash, McKay Jensen, Jim Pettersson, Marsha Judkins, Michelle Kaufusi, Shannon Poulsen, Taz

Murray

E. Personnel Report as Part of the Consent Calendar

Resolution: I move we approve the personnel report as part of the consent calendar.

I move we approve the consent calendar.

Motion by Marsha Judkins, second by Jim Pettersson.

Final Resolution: Motion Carries

Aye: Julie Rash, McKay Jensen, Jim Pettersson, Marsha Judkins, Michelle Kaufusi, Shannon Poulsen, Taz Murray

F. Home School/School Choice/eSchool Report as Part of the Consent Calendar

Resolution: I move we approve the home school and school choice reports as part of the consent calendar.

I move we approve the consent calendar.

Motion by Marsha Judkins, second by Jim Pettersson.

Final Resolution: Motion Carries

Aye: Julie Rash, McKay Jensen, Jim Pettersson, Marsha Judkins, Michelle Kaufusi, Shannon Poulsen, Taz Murray

G. Financial Reports as Part of the Consent Calendar

Resolution: I move we approve the financial reports as part of the consent calendar.

I move we approve the consent calendar.

Motion by Marsha Judkins, second by Jim Pettersson.

Final Resolution: Motion Carries

Aye: Julie Rash, McKay Jensen, Jim Pettersson, Marsha Judkins, Michelle Kaufusi, Shannon Poulsen, Taz Murray

H. Approve the Consent Calendar

Resolution: I move we approve the consent calendar.

I move we approve the consent calendar.

Motion by Marsha Judkins, second by Jim Pettersson.

Final Resolution: Motion Carries

Aye: Julie Rash, McKay Jensen, Jim Pettersson, Marsha Judkins, Michelle Kaufusi, Shannon Poulsen, Taz Murray

7. Board Member Reports

A. Member Michelle Kaufusi

Talked about some changes at the UHSAA. Debate, Speech, etc. are included in five different classifications.

Have 30 schools involved. Allow schools to come into UHSAA for specific categories. the most successful students have something in common - extracurricular activities.

8. Superintendent's Report

A. Approved Student Travel

No new student travel submissions.

B. 2015 4A State Boys' Golf Championship

9. Adjourn

A. Motion to Adjourn

I move we adjourn the business meeting.

Motion by Taz Murray, second by Marsha Judkins.

Final Resolution: Motion Carries

Aye: Julie Rash, McKay Jensen, Jim Pettersson, Marsha Judkins, Michelle Kaufusi, Shannon Poulsen, Taz Murray

The business meeting was adjourned at 8:01 p.m.